

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 391

August 8, 2022

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 391 (the "District") met in regular session, open to the public on the 8th day of August, 2022 at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

George Porter	President
John Sachs	Vice President
Catherine Shook	Secretary
Kevin Force	Assistant Vice President
William "Gabe" Blackwell	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Shane Stucky of Stucky's LLC ("Stucky's"); Dane Turner of Best Trash, LLC; Brian Rabenaldt of R.G. Miller Engineers, Inc. ("RG Miller"); Demitra Berry and Veronica Hernandez of McLennan & Associates, LP ("McLennan"); Debbie Arellano of Bob Leared Interests ("BLI"); Teri Laguarta of Inframark Water & Infrastructure Services ("Inframark"); and Greer Pagan and Kerri Houck of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENT

The Board opened the meeting for public comments. There being no members of the public requesting to make public comment, the Board moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the July 11, 2022, regular meeting. After review and discussion, Director Blackwell moved to approve the minutes of the July 11, 2022, regular meeting, as submitted. Director Shook seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

The Board next received the bookkeeper's report and considered payment of invoices submitted to the District. Ms. Berry reviewed with the Board an investment

report, budget comparisons, checks written since the report was prepared and tax transfers. Copies of the bookkeeper's report and list of bills presented for payment are attached. After review and discussion, Director Porter moved to approve the bookkeeper's report and payment of the bills. Director Blackwell seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Arellano reviewed the tax assessor/collector's written report for July 2022, and the checks presented for payment from the tax account. Copies of the tax assessor/collector's report and list of checks presented for approval are attached. Following review and discussion, Director Blackwell moved to accept the tax assessor/collector's report and pay the bills described therein. Director Sachs seconded the motion, which passed unanimously.

AMENDED RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Mr. Pagan reviewed with the Board an Amended Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Amended Resolution") to clarify the addresses and methods for receipt of requests for public information under the Texas Public Information Act ("TPIA Requests"). After review and discussion, Director Blackwell moved to: (1) adopt the Amended Resolution to (a) designate the address of the District's official office and mailing address as the designated mailing address and har391@txdistricts.info as the designated email address for receipt of TPIA Requests to the District, (b) approve electronic submission through the District's website, <https://www.hcmud391.org/>, as an additional method for submittal of TPIA Requests to the District, and (c) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code, and posted continuously on the District's Internet website; and (2) direct the Amended Resolution to be filed appropriately and retained in the District's official records. Director Porter seconded the motion, which passed unanimously.

NEW DEVELOPMENT ADJACENT TO THE DISTRICT

There was no discussion on this item.

ENGINEERING MATTERS

Mr. Rabenaldt generally reported on engineering projects within the District. A copy of the engineering report is attached.

Mr. Rabenaldt updated the Board on future capital improvement projects and stated that RG Miller is coordinating a list of projects for Board consideration at a future meeting.

Following review and discussion, Director Sachs moved to approve the engineering report. Director Blackwell seconded the motion, which passed unanimously.

INTERLOCAL MOWING REIMBURSEMENT AGREEMENT (THE "AGREEMENT")

The Board reviewed correspondence from Harris County Flood Control District ("HCFCD") regarding renewing the Agreement that expires on November 30, 2022. Following review and discussion, Director Shook moved to authorize ABHR to submit the renewal request to HCFCD. Director Porter seconded the motion, which passed unanimously.

LAKE AND TURF MANAGEMENT REPORT, INCLUDING APPROVAL OF PROPOSALS FOR NECESSARY REPAIRS OR REPLACEMENTS, IMPROVEMENTS, RENEWAL OF PERMITS, OR LANDSCAPING AGREEMENTS

The Board discussed landscaping maintenance in the District and reviewed proposals from multiple landscape consultants.

Mr. Stucky then introduced himself and discussed the services that Stucky's would provide for landscaping in the District. Discussion ensued.

Following review and discussion, the Board concurred to review the landscape proposals in depth and to discuss this further at the next meeting.

MASTER PARKS AND FUTURE PARK DEVELOPMENT

There was no discussion on this item.

OPERATION OF DISTRICT FACILITIES AND TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Ms. Laguarta reviewed the operator's report for June 2022, a copy of which is attached and requested authorization to refer four delinquent accounts to collections.

Ms. Laugarta presented and reviewed a proposal to replace the well motor at water plant no. 2 for a cost of \$33,250.00, a copy of which is attached to the operator's report.

Ms. Laguarda then stated that the motor on booster pump no. 2 at water plant no. 1 requires repair or replacement. She stated replacement would cost approximately \$28,148.00 and repair would cost approximately \$17,871.00.

The Board next considered termination of utility service to delinquent accounts. Ms. Laguarda reported that the customers on the termination list were mailed written notice prior to this meeting in accordance with the Rate Order, notifying them of the opportunity to appear before the Board of Directors to explain, contest, or correct the utility service bill and to show reason why utility service should not be terminated for reason of nonpayment.

Following review and discussion, Director Porter moved (1) to approve the operator's report; (2) to approve the proposal to replace the motor at water plant no. 2 for a cost of \$33,250.00; (3) to authorize Inframark to replace the motor on booster pump no. 2 for an estimated cost of \$28,148.00; and (4) that since the customers on the list were neither present at the meeting nor had presented any statement on the matter, to terminate utility service in accordance with procedures set forth in the Rate Order. Director Blackwell seconded the motion, which passed unanimously.

GARBAGE COLLECTION MATTERS

The Board discussed garbage collection matters in the District.

DEVELOPMENT IN THE DISTRICT

There was no discussion on this item.

SECURITY REPORT

The Board discussed security matters in the District. Discussion ensued regarding the potential installation of security cameras throughout the District.

WEBSITE MATTERS

There was no discussion on this item.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY

At 12:28 p.m., Mr. Pagan announced that the Board would meet in executive session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with the Attorney to discuss pending or contemplated litigation, or a

settlement offer. All attendees left the meeting except for the Board members, Mr. Pagan, and Ms. Houck.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 12:31 p.m. No Board action was taken.

There being no additional business for consideration, the meeting was adjourned.



Secretary, Board of Directors



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